



State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES
P. O. Box 717
TRENTON, NEW JERSEY 08625-0717

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

ALLISON BLAKE, Ph.D., L.S.W.
Commissioner

AMENDED: EXTENDED CLOSING DATE

November 21, 2012

Open to employees of the Department of Children and Families who are permanent in a competitive title with underlying permanent State service as a promotional or lateral opportunity, subject to current promotional and hiring restrictions.

DEPARTMENT-WIDE JOB OPPORTUNITY #204-12

POSITION: SUPERVISING FAMILY SERVICE SPECIALIST 1

**LOCATION: Department of Children and Families (DCF)
Union East Local Office
80 West Grand Street
Elizabeth, NJ 07202**

SALARY: (S28) \$68,993.91 - \$98,318.61

DEFINITION: Under direction of a Local Office Manager (LOM) or other supervisory official in the Department of Children and Families, exercises administrative responsibility for delivery of social services in a district office, adoption resource center, day care center, residential facility, or other area; assists the LOM in administering office activities according to agency policy in personnel, budget, systems, and training; coordinates service with other family and children's services providers and maintains positive relationships with other concerned community groups and individuals; does other related duties.

REQUIREMENTS

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Four (4) years of experience in social work, direct support counseling, guidance, or casework involving high risk child abuse and neglect or other problematic socioeconomic situations involving counseling services to clients with social, emotional, psychological, or behavioral problems including gathering and analyzing information, determining needs, and planning and carrying out treatment plans, one (1) year of which shall have been a supervisory capacity.

NOTE: A supervised social work field placement of three hundred (300) hours serviced through an accredited college or university or performed in a social service agency may be substituted for one (1) year of indicated experience

NOTE: Applicants who do not possess the required degree may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: A Master's degree in Social Work, Psychology, Guidance and Counseling, Divinity, Marriage and Family Therapy, or other related behavioral science area may be substituted for one (1) year of nonsupervisory experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

NOTE: APPLICABLE SPECIAL RE-EMPLOYMENT LIST ESTABLISHED AS A RESULT OF A LAYOFF WILL BE USED BEFORE ANY PROMOTIONS ARE MADE.

RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

RESUME SUBMITTAL: Employees with permanent state service, possessing the requirements listed, should forward a current resume and cover letter to:

**Erlinda Mendoza, Local Office Manager
Department of Children and Families (DCF)
Union East Local Office
80 West Grand Street
Elizabeth, NJ 07202**

No later than close of business on December 11, 2012.

New Jersey is An Equal Opportunity Employer